



Assistant Aquatics Manager (Seasonal)

Announcement # M-83611

Salary: \$11.60 - \$14.50 per hour Series/Grade: NF 0189 02

Naval District Washington - Fleet and Family Readiness Program

Department of the Navy Non-Appropriated Funds

LOCATION: AQUATICS CENTER – PATUXENT RIVER

OPENS: 1/27/2011

CLOSES: Until Filled

AREA OF CONSIDERATION: ALL SOURCES

FLEX SCHEDULE = 0 - 40 HOURS PER WEEK

TO APPLY: Download forms on <https://www.cnic.navy.mil/NDW/About/Jobs/>

Submit ALL required forms to: Fleet and Family Readiness Program, Attn: HR Office, 47402 Buse Road - Bldg. 467, Patuxent River, MD 20670. *A résumé may be included with the required forms, but NOT in place the OF-612 and OF-306.* Direct inquiries to: 301-995-7523.

IMPORTANT: MUST SUBMIT CURRENT WSI, FIRST AID AND CPR CERTIFICATIONS WITH YOUR APPLICATION. FAILURE TO DO SO WILL PREVENT YOUR APPLICATION FROM BEING CONSIDERED.

DUTIES AND RESPONSIBILITIES:

The incumbent is responsible for a continuous check of swimming facilities throughout each day of normal operations, ensuring that personnel assigned to pools and beaches perform their duties in accordance with regulations and instructions and makes sure that aquatic facilities are clean and free of debris and other potential hazards. Provides the lifeguards and recreation aides directions on assignments, verbally and in writing. Is responsible for reporting the time each staff member reports to work. Must periodically conduct practical water tests and emergency drills to ensure the skills of lifeguards and instructors are proficient and strong. Shall assist in monitoring swimming classes, maintain order in swim areas and may officiate at swimming meets. May be responsible for planning and scheduling of employees. May be required to perform lifeguard and swimming instructor duties as well as provide assistance to ensure safe, efficient operations of the beach boat operations. Reports any dangerous or unusual situations to supervisor. Will perform other related duties as assigned. Work is performed outdoors in hot weather. May be exposed to direct sunrays for extended periods of time. A minimum of SPF 15 is highly recommended. Physical exertion is minimal on routine assignments and will vary as required for lifesaving. May be required to work evenings, weekends and holidays.

QUALIFICATIONS:

Must possess a current Water Safety Instructor (WSI), current CPR and basic first aid certifications. Incumbent shall be knowledgeable of current NAS Water Safety Instructions and is responsible for their implementation. The incumbent should be able to demonstrate teaching ability and supervisory skills. Must be able to obtain access to base computer system, if applicable.

SPECIAL REQUIREMENTS:

This position is subject to completion of a satisfactory background check.

Visit our web site: <http://www.cnic.navy.mil/NDW/About/Jobs/>

Note: All applicants must address the qualification requirements on your resume/application. If all required qualifications are not cited on your resume/application you will be disqualified

Some positions have special requirements. In these cases selection is tentative pending satisfactory completion of these requirements. Applicants may be required to provide proof of education, etc. All selections are contingent upon the obtaining of satisfactory employment reference checks.

As a condition of employment, the selected individual will be required to participate in the Direct Deposit/Electronic Fund Transfer program.

Spouses of active duty military members of the Armed Forces may receive preference in hiring under this announcement if they are among the best qualified referred and are within reach of selection. Please clearly identify in your application that you are asking for spouse preference and submit a copy of current PCS orders. **Failure to submit current PCS orders with application will prevent spousal preference from being granted.**

The Department of the Navy is an Equal Employment Opportunity Employer. All qualified candidates will receive consideration without regard to race, color, religion, sex, national origin, age, disability, marital status, political affiliation, sexual orientation, or any other non-merit factor.

The Department of the Navy provides reasonable accommodation to applicants with disabilities. Applicants with disabilities who believe they require reasonable accommodation should contact our Human Resource Office to ensure that the Department of the Navy can consider such requests. The decision to grant an accommodation will be made on a case by case basis.

Visit our web site: <http://www.cnmc.navy.mil/NDW/About/Jobs/>